

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET

E-Mail: BrownCountyCountyBoard@co.brown.wi.us

P. O. BOX 23600

GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that the following meetings will be held

**THE WEEK OF
November 16-20, 2015**

MONDAY, NOVEMBER 16, 2015

*3:00 pm Housing Authority

Room 604, City Hall
100 N. Jefferson Street

TUESDAY, NOVEMBER 17, 2015

*4:00 pm Children With Disabilities Education Board

Syble Hopp School
755 Scheuring Road

*4:30 pm Veterans' Recognition Subcommittee

Room 201, Northern Building
305 E. Walnut Street

WEDNESDAY, NOVEMBER 18, 2015

*5:30 pm Human Services Committee

Room 200, Northern Building
305 E. Walnut Street

THURSDAY, NOVEMBER 19, 2015

*8:00 am Criminal Justice Coordinating Board – *Agenda To Follow*

Truttman Room, DA's Office
300 E. Walnut Street

*5:15 pm Library Board

Central Library
515 Pine Street

FRIDAY, NOVEMBER 20, 2015

(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

AGENDA
BROWN COUNTY HOUSING AUTHORITY
Monday, November 16, 2015, 3:00 p.m.
City Hall, 100 N. Jefferson Street, Room 604
Green Bay, WI 54301

MEMBERS: Ann Hartman – Chair, Sup. Andy Nicholson – Vice-Chair, Tom Deidrick, Adam DeKeyser, and Corday Goddard

APPROVAL OF MINUTES:

1. Approval of the minutes from the October 19, 2015 meeting of the Brown County Housing Authority.

COMMUNICATIONS:

2. Letter from HUD dated October 14, 2015, regarding change to CY 2015 Administrative Fee Proration
3. Letter from HUD dated November 6, 2015, regarding final management decisions regarding the BCHA's OIG Audit.

REPORTS:

4. Report on Housing Choice Voucher Rental Assistance Program:
 - A. Preliminary Applications
 - B. Unit Count
 - C. Housing Assistance Payments Expenses
 - D. Housing Quality Standard Inspection Compliance
 - E. Program Activity/52681B (administrative costs, portability activity, SEMAP)
 - F. Family Self-Sufficiency Program (client count, escrow accounts, graduates, participation levels, new contracts, and homeownership)
 - G. VASH Reports (active VASH, and new VASH)
 - H. Langan Investigations Criminal Background Screening and Fraud Investigations
5. Report on use of Administrative Reserves and HCV lease up.

OLD BUSINESS:

6. Review and approval of 2016 Fair Market Rents and Voucher Payment Standards.

NEW BUSINESS:

7. Approval of ICS's 2016 budget.
8. Approval of BCHA's 2016 budget and Approval of Resolution #15-02 Approving Operating Budget.

9. Review of Fundamentals of Oversight section of Lead the Way training, followed by discussion and decision regarding other segments of the training.

INFORMATIONAL:

10. Review of ICS's Operational Plan.

BILLS:

FINANCIAL REPORT:

STAFF REPORT:

11. Date of next meeting: December 21, 2015 (tentative).

Any person wishing to attend who, because of a disability, requires special accommodation should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. the day before the meeting so that arrangements can be made

Pursuant to Section 19.84, notice is hereby given to the public:

BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD AGENDA
Tuesday November 17, 2015 – 4:00 PM
Syble Hopp School

1. Call to Order - 4:00 pm. – S. King
2. Action Item: Approval of August 25, 2015 Board Minutes
3. Action Item Approval of Agenda
4. Action Item: Donations
5. First Review Board Policy 3.09 Leaves of Absence
6. Replacement Position
7. Action Item: Financial Report
8. Action Item: Parent Organization Report
9. Action Item: Administrators Report
10. Action Item Payment of Bills
11. Action Item: Ratification of 2015-2016 Master Agreement with the BCSEA
12. Executive Session: The Board will move to executive session as allowed by Wisconsin stats 19.85 (1)(c)(f)(i) for the purpose of personnel issues
13. Action Item: Staff Request
14. Adjournment

"Any person wishing to attend who, because of disability requires special accommodation should; contact Syble Hopp School at 336-5754 by 3:00 p.m. on Monday, November 16, 2015 so arrangements can be made."

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VETERANS SUBCOMMITTEE

Bernie Erickson, Chair
Ed Koslowski, Vice Chair
Louise Dahlke, Rosemary Desisles,
Lynn Geiser, Jim Haskins,
John Maino, Delores Pierce,
Duane Pierce, Tracy Rosinski, Joe Witkowski

****Running Total of Veterans' Certificates: 1725**

VETERANS' RECOGNITION SUBCOMMITTEE

TUESDAY, NOVEMBER 17, 2015

4:30 pm

**Room 201, Northern Building
305 E. Walnut Street**

****NOTE TIME****

1. Call Meeting to Order.
2. Invocation.
3. Approve/Modify Agenda.
4. Approve/Modify Minutes of October 20, 2015.
5. Discussion re: Veterans Day Wrap Up.
6. Possible Discussion re: 2016 Veterans' Appreciation Day at the Brown County Fair.
7. Report from CVSO Jerry Polus.
8. Comments from Carl Soderberg.
9. Report from Committee Members Present (Erickson, Dahlke, Desisles, Haskins, Geiser, Koslowski, Maino, Pierce, Rosinski & Witkowski).
10. Such Other Matters as Authorized by Law.
11. Adjourn.

Bernie Erickson, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

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HUMAN SERVICES COMMITTEE

Patrick Evans, Chair
Dan Robinson, Vice Chair
Erik Hoyer, Dan Haefs, Pat La Violette

HUMAN SERVICES COMMITTEE

Wednesday, November 18, 2015

5:30 p.m.

**Room 200, Northern Building
305 E. Walnut Street, Green Bay**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEM
LISTED ON THE AGENDA**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of October 20, 2015.

Comments from the Public

Report from Human Services Chair, Patrick Evans

1. **Review Minutes of:**
 - a. Aging & Disability Resource Center Board of Director's (September 24, 2015).
 - b. Board of Health (August 25, 2015).
 - c. Community Options Program Planning Committee (October 26, 2015).
 - d. Mental Health Treatment Committee (September 24, 2015 and October 15, 2015).
 - e. Veterans' Recognition Subcommittee (October 20, 2015).

Human Services Department

2. Executive Director's Report.
3. Review and Approval of Brown County Lease Agreement for Our Place Facility.
4. Financial Report for Community Treatment Center and Community Programs.
5. Statistical Reports.
 - a. CTC Staff – Double Shifts Worked.
 - b. Monthly CTC Data – Bay Haven Crisis Diversion/Nicolet Psychiatric Hospital.
 - c. Monthly Inpatient Data – Bellin Psychiatric Center.
 - d. Child Protection – Child Abuse/Neglect Report.
 - e. Monthly Contract Update.
6. Request for New Non-Continuous Vendor.
7. Request for New Vendor Contract.

Other

8. Such other Matters as Authorized by Law.
9. Audit of bills.

Patrick Evans, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.



BROWN COUNTY LIBRARY
515 PINE STREET GREEN BAY, WI 54301-5194

PHONE (920) 448-5810
FAX (920) 448-4364

BRIAN M. SIMONS
EXECUTIVE DIRECTOR

Simons_BM@co.brown.wi.us
www.browncountylibrary.org

"Providing trusted information and resources to connect people, ideas and community."

BROWN COUNTY LIBRARY BOARD

Central Library

Thursday, November 19, 2015

5:15 p.m.

AGENDA

- I. Call to Order (2 min)
- II. Approve Consent Items (3 min)
 - A. Agenda
 - B. Minutes
- III. Communications and Open Forum for the Public (5 min)
- IV. Library Business (45 min)
 - A. Technology Report
 - B. Financial Manager's Report, Bills and Donations
 - C. Facilities Report
- V. 2016 Budget Update (5 min)
- VI. Approve 2016 Library Closures
- VII. Old Business (5 min)
 - A. Discussion and Possible Action on Brown County vs. Outagamie County litigation
 - B. Approve Resolution Correcting December 17, 2007 Bill of Sale to Green Bay and De Pere Antiquarian Society
- VIII. Discussion and Possible Action on Central Library Third Floor Space Options
- IX. Discussion and Possible Action Regarding an Overdue Fine Amnesty Day for National Take Your Child to the Library Day, Saturday February 6, 2016
- X. Nicolet Federated Library System (5 min)
- XI. President's Report (5 min)
- XII. Library Director's Report (5min)

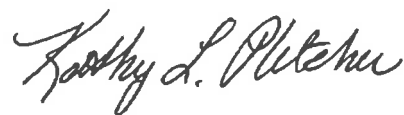
- XIII. Discussion and Possible Action Regarding Future Library Service Vision/Library Facilities Master Plan
- XIV. Closed session pursuant to Wis. Stat. § 19.85(1)(e) for the purpose of conducting public business with competitive or bargaining implications – Negotiation strategy for and the price to pay for professional services to develop a library facilities master plan.
- XV. Return to Open Session
- XVI. Approve any action that may have been recommended in Executive Session
- XVII. Possible Action Regarding December Library Board Meeting
- XVIII. Such Other Matters as Authorized by Law
- XIX. Meeting Summary/Next Meeting Planning (2 min)
- XX. Adjournment

Notice is hereby given that action by the Library Board may be taken on any of the items which are described or listed in this agenda.

Any person wishing to attend the Library Board Meeting who, because of a disability requires special accommodations, should contact the Brown County Library at 448-4400 at least one working day in advance of the meeting so that arrangements can be made.

Next Meeting:

Thursday, December 17, 2015
5:15 p.m.
Central Library
515 Pine Street



**Kathy L. Pletcher
President**

Please Note: County Board will not meet again until December 16th due to the November 4th Budget meeting.

*Admin has been moved from November 19th to December 3rd.

*PD&T has been moved from November 23rd to November 26th.

NOVEMBER 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 	2	3	4 Board of Sup Budget Mtg 9:00 am	5 *Tentative* Board of Sup 6:00pm	6	7
8 	9 Special Executive Cmte 5:30 pm	10	11	12	13	14
15 	16	17 Veterans Recognition Subcmte 4:30 pm	18 Human Svc 5:30 pm (NO COUNTY BOARD MEETING IN NOVEMBER)	19 CJCB 8:00 AM Admin Cmte See Dec 3	20	21
22 	23 Land Con/PD&T See Nov 30	24	25 Human Svc See Nov 18	26 Thanksgiving  County Board Office Closed	27 County Board Office Closed	28
29	30 Land Con 6:00pm PD&T 6:15 pm					



DECEMBER 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2 Public Safety 11:00 am	3 Admin 5:30pm Ed&Rec 5:30pm Mental Health Treatment 4pm	4	5
6	7 Executive Cmte 5:30 pm	8	9	10	11	12
13 	14	15 Veterans Recognition Subcmte 4:30 pm	16 Board of Supervisors 7:00 pm	17	18	19
20 	21	22	23 Human Svc (Cancelled)	24 Admin Cancelled County Board Office Closed	25  County Board Office Closed	26
27 	28 Land Con 6:00pm PD&T 6:15pm	29	30	31 County Board Office Closed	County Board Office Closed - January 1st	

BROWN COUNTY COMMITTEE MINUTES

- Criminal Justice Coordinating Board (September 17, 2015)
- Housing Authority (October 19, 2015)
- Veterans' Recognition Subcommittee (October 20, 2015)

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

PROCEEDINGS OF THE BROWN COUNTY
CRIMINAL JUSTICE COORDINATING BOARD

Pursuant to Section 19.84 Wisconsin Statutes, a regular meeting of the Brown County Criminal Justice Coordinating Board was held on September 17, 2015 in the Truttman Room of the Brown County District Attorney's Office, 300 East Walnut Street, Green Bay, Wisconsin.

Present: Judge Walsh, Judge Zuidmulder, John Gossage, Erik Pritzl, Dave Lasee, Don Harper, Tera Teesch, Michelle Timm, Joe Torres, Troy Streckenbach, Tim Mc Nulty

1. **Call Meeting to Order.**

The meeting was called to order by Chair Judge Walsh at 8:00 am.

2. **Approve/Modify Agenda.**

Motion made by John Gossage, seconded by Erik Pritzl to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

3. **Approve/modify minutes of July 16, 2015.**

Motion made by John Gossage, seconded by Tera Teesch to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

4. **Presentation re: Jail Usage (Capt. Malcomson).**

Judge Walsh noted that Captain Malcomson was unable to attend this meeting and therefore no presentation was given. The presentation was replaced with an update on the treatment courts. Judge Walsh introduced Joe Torres as the new coordinator of the treatment courts and indicated that he has been doing a good job.

Torres provided the group with a handout showing a breakdown of participants in each of the treatment courts, a copy of which is attached. He noted that since the last meeting they have continued moving forward with the courts by doing screenings and accepting referrals, however this has been a little slower than they would like due to being short staffed and having the time to provide the case management services and screening that need to be done. Torres reviewed the numbers on the handout with the group.

With regard to the Heroin Court, Torres indicated that they will be starting their first individual on medication assisted treatment. They are also looking to start an individual in the Drug Court on medication assisted treatment as well. Torres said they have been working with the Brown County CTC to work out a process to make vivitrol more accessible to individuals who will potentially be receiving services through the County and he noted that vivitrol has been proven to show pretty significant results when used in collaboration with treatment. Torres continued that when the new case manager is on board in the next month or so, the processes will speed up a little bit.

Sheriff Gossage asked Torres to explain the vetting process for the Mental Health Court. Torres responded that they currently accept referrals from a number of sources including attorneys, the District Attorney's office

or even family members that have concerns. They do an initial screening and the first thing they check is that the subject has a diagnosed mental illness that they are struggling with and have been hooked up with a provider previously and have a history of medication and services to provide verification of the illness and that they are in need of services. It is helpful if an individual has a funding source, but it is not necessarily required. Torres said they can work with participants to get them set up with insurance and support and there is some funding to provide treatment until they can obtain it on their own.

Judge Walsh asked for an update on the medication situation with Prevea that had been discussed at earlier meetings. He also wished to talk about some of the challenges that are being faced in Heroin Court and Mental Health Court. Lasee noted that they will be starting a pilot program and have been meeting regularly with Prevea with a goal of having something in place before the end of the year to have tele-psych medication assisted therapy. They are still sorting through some of the funding issues and Prevea is still having issues with being able to bill tele-psych visits and that is a barrier they are trying to work around. There are doctors in Sheboygan who are willing to be a part of this but doctors in Green Bay are not as willing to participate. Lasee felt that they could probably get a group of three or four providers together if there was a good plan in place.

Judge Walsh stated that he had heard that doctors do not want to be part of it and Lasee responded that Prevea is continuing to work on getting a group of people together to do this as it did not seem that any individual doctors seemed to be interested. Judge Zuidmulder added that this is part of an ongoing philosophical argument that is going on in the treatment courts. There is a group of doctors that feel that medications are just assisting the addict and continuing the addiction because it is just simply switching heroin for another drug and they do not want anything to do with that. There are others who say it is a treatment modality and is just another way of addressing the issue. Judge Zuidmulder stated that the same thing is going on in Marinette County and there was a clear division between the providers; some thought it was a good idea and others did not.

Judge Walsh stated that one of the other issues is that there are a whole lot of services out there being offered by independent folks that are not being coordinated very well. He is aware of a few times where this Board has gone out into the community to meet with various people who start up organizations working with heroin addicts and they come to the County Board or go to other private funding sources and they have addicts they are trying to help, but there is no coordination and therefore sometimes services or efforts are being duplicated. One part of the problem is that there are no beds for these people; many of them are sitting in jail and the reality may be that that is the best place to leave them, given the resources, which defeats one of the purposes of the treatment courts which is to get people out of the jail. Judge Walsh said this is a problem that he wants to bring to the Board and he may try to set up some people to come in and talk about what they are doing and how they are doing it to start some brainstorming as to ways we can try to facilitate some coordination of efforts.

Lasee added that they had worked with the heroin response initiative for quite a while, but it seems to have lost steam, particularly from the private sector. He stated that it ended up being the same people around the table that had always been around the table such as law enforcement, DOC and DAs, but initially there was some buy-in from outside, but slowly they have backed away for various reasons. One of the concerns of the heroin initiative was to consolidate services and Lasee felt that this defines Green Bay and Brown County, not only on heroin but on other issues as well, that we are resource rich and system poor.

Judge Walsh indicated that the Heroin Court group is excited at this particular point about what they are doing and interested in making a difference, but understood that after ramming your head into the wall so many times interest wanes and he asked for more specifics as to the waning interest. Lasee responded that meetings were called and organized but slowly less people showed up at the meetings. Lasee felt that part of it was that they were hitting a roadblock on treatment. He recalled the four pillar approach and they worked on some of the pillars, but they got stuck at the treatment pillar. The rest of the group stopped their groups at the other pillars in light of the issues with treatment. Lasee continued that there are not enough beds for detox, long-term treatment and aftercare. This gap was identified, but nothing was done to fix it.

Human Services Director Erik Pritzl agreed that there needs to be a continuum approach and we need to make sure that what we are getting makes sense because there are people offering beds, but we do not know what they are doing for treatment and how they are supporting treatment and what model they are using, but they are doing something. He noted that there is a group being pulled together to look at the issue of what is not being done that needs to be done and the critical piece that comes up over and over is detox, but Pritzl felt that what to do after detox is also something that may be a gap as there are not housing options available.

Pritzl asked Lasee if he felt the group that he spoke of could be pulled back together. Lasee felt that the possibility exists of putting it back together, but people would need to know that their time is not being wasted. Judge Walsh indicated that as the Judge of Heroin Court he could reach out in an attempt to initiate something. Judge Zuidmulder noted that one of the constant things since he has been involved in treatment courts is the issue of where to place people. Typically they have been cut off from their families, have no jobs and are just out of jail and are wandering around the community. These people can go to shelters, but the shelters have rigid rules which do not always work out so they are out in the community wandering around. Judge Zuidmulder continued that there are so many issues that they are trying to deal with, but the recurring problem of housing shows up every third or fourth meeting and they realize it is important, but they are trying to address a number of other needs as well. He believes there has been a failure in the community in not creating a halfway house that would be available for the treatment courts to place someone in who finds themselves in the process with no stable place to go. This place should not be the jail, but that is what is currently happening.

5. **TAD Grant Programs/Coordinator Position (David Lasee).**

See above.

6. **Mental Health Court (Judge Zuidmulder).**

Judge Zuidmulder shared that the Mental Health Court has been very rewarding to him and unlike the other treatment courts, participants in the Mental Health Court are not there because they have criminal thinking or are involved in violating the law in a meaningful sense. They are there because they have a mental health condition which has deteriorated to the point in which they are not able to conform their conduct to what is socially acceptable. Judge Zuidmulder shared that when they get the mental health treatment participants stabilized, the clientele are so genuinely warm with regard to this world they find themselves in and it is wonderful to see, which is different than most of the participants in the other treatment courts.

There are currently nine members in the Mental Health Court with three more waiting and this has happened in six months. Judge Zuidmulder is expecting about 125 people participating in treatment courts within the next six months which will be a tremendous boost in the ability to manage the jail population but will also be reflective of the quality of life in the community.

Judge Zuidmulder continued that Mental Health Court operates on the cheap because the only thing they ask for from the levy is the staff person, but one of the things they need to talk about regarding treatment courts in general is that there are two streams of dollars. There are the TAD grant dollars with the component piece of Torres being the gatekeeper. Then there is the levy money that is used to implement and manage the treatment courts. What they have not done is have some kind of a system where there is an accounting of which court is using which money so that everyone can see if there is a need in a particular area, and, if so, money can be moved around to meet the need. Judge Zuidmulder felt that this would give a better method to be sure everyone is getting the resources they need and then if there are areas where resources are lacking, they could make the argument as to what those areas are.

Pritzl noted that one of his concerns is that all of these funds have been lumped into one pot at Human Services so it is hard to see how much is spent on each court. He noted that in 2016 each of the courts will be split out so they know what adjustments need to be made. Judge Zuidmulder stated that he is satisfied that some of the courts will not use all of the funds they have and the agreement has to be that they move the money around to facilitate needs in other courts, because each court has specific, specialized needs. Pritzl also noted that they would be able to do budget adjustments where necessary and Judge Zuidmulder also felt it would be helpful to have meetings for fiscal discussions with the four treatment court judges.

Judge Walsh also noted that he would like to see some sort of accounting because the Heroin Court team has reached out and are getting some volunteer ideas, such as picking up garbage at the Farmers Market which will bring in some money that can be used for little expenses that come up. He also noted that one of the attorneys that sat in on a session made a donation and they want to have some place to put those funds. Torres noted that they are working on developing a multi-purpose account for funds for each court so that donations or community service funds will be specifically designated to a specific court to be used in that court only. Judge Zuidmulder also noted that the Attorney General gave the County some money from a drug settlement and those funds were put aside for special needs and he thought that there may be funds remaining from that that should be tracked down.

Pritzl stated that there is some concern about people with mental health issues that are in the jail and how those people are handled in the transition of leaving jail. He noted that he and Sheriff Gossage have discussed this and Pritzl included in the Human Services budget funds for a position dedicated to handling the transitions of those going into the jail and coming out of the jail to try to ensure some continuity of care for them. At this time this is spread out through CTC case managers. Pritzl is aware that there may have been a more consolidated position on this in the past but the position that he is talking about now would act as a jail liaison to provide the care and help the person connect with more resources such as outpatient therapy. As long as this is approved through the budget process they will implement this position in 2016.

Judge Walsh stated that some of the heroin people have different needs and some of them come into the system as first time users. They are taking people with more chronic heroin issues and the issue becomes assessing them for what their needs are. There was talk about doing this at the jail and then getting

information to the judges for use in bond hearings. Lasee stated that he felt this discussion needs to be had at this level as it is being talked about at both the state and federal levels. Lasee felt it was a much larger discussion but it needs to be had because there needs to be some sort of assessments done to assess risk. Judge Walsh said this Board could have the discussions. He stated that he sees the DAs coming in and arguing one bond position while the public defenders are arguing something else. Judge Walsh said that he should be applying whatever is needed to get them into court the next time, but he is not hearing that in the arguments. Judge Zuidmulder did not know what the conversation has to be because as a judge, he takes the position that if he is given an instrument that tells him what the risk is, he would rely on that and if that instrument is going to be one that is going to release people from the jail because it is now a much more objective system, why not just do it. He felt that most of the judges would be on board, but there is no sense to keep having conversations when categorically if a risk system is implemented that the prosecutor endorses and relies on, then it seems that we should just move forward. Lasee stated the issues are what tool to use and how to implement it. The discussion continued with the suggestion of meeting with Judge Griesbach to see what tool he uses in Federal Court for screening and Judge Walsh will set up a meeting with him to discuss this.

7. **Heroin/Drug Court (Judge Walsh).**

See above.

8. **Such Other Matters as Authorized by Law. None.**

9. **Adjourn.**

Motion made by John Gossage, seconded by Joe Torres to adjourn at 8:42 am. Vote taken.

MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Alicia Loehlein
Recording Secretary

Therese Giannunzio
Transcriptionist

Brown County Treatment Alternatives & Diversion Program

Drug Court Participant Numbers

Category	Number
Total Participants to Date	69
Current Participants	17
Additional Approved Participants (awaiting start date)	2
Individuals in Referral Process	3
Successful Graduates	25
Graduates in Aftercare	
Pending Graduations this Month	4
Terminations within the first 60 days of acceptance (5 of the 6 absconded and this was the basis for termination)	5
Terminations related to absconding (including those within 60 days of acceptance)	10
Total Number of Terminations	27

*The national average for terminations is between 25-40%; with 69 total participants served to date and 25 terminations, we are currently at 36.1%. If you exclude terminations that occurred due to the participants abandoning the program within the first 60 days of acceptance, our termination rate is 28%.

Drug Court Recidivism

We have had a total of 25 graduates with 4 that have had new criminal convictions within 3 years of their graduation from the Drug Court Program. Based on these numbers we currently have a recidivism rate of 16%. Our court has been operational for 5 years.

NEWVTC Participant Numbers

Category	Number
Total Participants to Date	40
Current Participants	21
Additional Approved Participants (awaiting start date)	2
Individuals in Referral Process	3
Successful Graduates	23
Terminations within the first 60 days of acceptance	0
Terminations related to absconding	0
Total Number of Terminations	3

The NEWVTC has been operational for approximately 3 years. The difference in total number of participants between the Drug Court and the NEWVTC is likely due to the following differing eligibility requirements: NEWVTC accepts referrals from all counties within the 8th judicial district, 1st time offenders, repeat offenders and violent offenders.

Brown County Treatment Alternatives & Diversion Program

HEROIN COURT:

Category	Number
Total Participants to Date	7
Current Participants	7
Additional Approved Participants (awaiting start date)	3
Individuals in Referral Process	5
Successful Graduates	0
Terminations within the first 60 days of acceptance	0
Terminations related to absconding (including those within 60 days of acceptance)	0
Total Number of Terminations	0

The Heroin Court began in March of this year. The purpose of this court is to specifically address the growing abuse of Heroin and Opiates in Brown County and to provide comprehensive treatment and supervision services to individuals within Brown County. In addition to serving the High Risk/High Need population that has exhausted conventional means of supervision and treatment, the Heroin Court also admits individuals with first time heroin/opiate crimes in order to preemptively provide the needed services to reduce risk of serious harm.

MENTAL HEALTH COURT:

Category	Number
Total Participants to Date	9
Current Participants	9
Additional Approved Participants (awaiting start date)	1
Individuals in Referral Process	9
Successful Graduates	0
Terminations within the first 60 days of acceptance	0
Terminations related to absconding (including those within 60 days of acceptance)	0
Total Number of Terminations	0

The Mental Health Court was also established in March of this year. The Mental Health Court looks to serve individuals within the community who have a diagnosed mental health need and that unmet need is the primary factor behind their ongoing criminal justice involvement. The Mental Health Court's goals are to re-establish participants with their providers, develop an obtainable independent living plan, and provide intensive case management and supervision services.

MINUTES
BROWN COUNTY HOUSING AUTHORITY
Monday, October 19, 2015, 3:00 p.m.
City Hall, 100 N. Jefferson Street, Room 604
Green Bay, WI 54301

MEMBERS: Ann Hartman–Chair, Sup. Andy Nicholson–Vice Chair, Tom Deidrick (via phone), Adam DeKeyser, and Corday Goddard

OTHERS PRESENT: Robyn Hallet, Pat Leifker, Nicole Tiedt, Noel Halvorsen, Scott Schoeneman, Stephanie Schmutzer, and Zaland Wardak

APPROVAL OF MINUTES:

1. Approval of the minutes from the September 21, 2015 meeting of the Brown County Housing Authority.

A. Nicholson made a motion to approve and place on file the minutes from the September 21, 2015 meeting of the Brown County Housing Authority. The motion was seconded by C. Goddard. Motion carried.

2. Approval of the minutes from the September 25, 2015, meeting of the Brown County Housing Authority.

A. Nicholson made a motion to approve and place on file the minutes from the September 25, 2015, meeting of the Brown County Housing Authority. The motion was seconded by A. DeKeyser. Motion carried.

COMMUNICATIONS:

None

REPORTS:

3. Report on Housing Choice Voucher Rental Assistance Program:

- A. Preliminary Applications

- P. Leifker stated that for the month of September, ICS received a total of 250 preliminary applications.

- B. Unit Count

- P. Leifker mentioned that for the month of September, ICS had a unit count of 2,859.

- C. Housing Assistance Payments Expenses

- P. Leifker mentioned that HAP expense for September totaled \$1,128,160.

- D. Housing Quality Standard Inspection Compliance

- There were 390 inspections conducted, of which 210 units passed the initial

inspection 59 units passed a re-inspection, 81 units failed, and 40 units resulted in a no-show.

E. Program Activity/52681B (administrative costs, portability activity, SEMAP)

There were a total of 127 port outs for the month of September, with an associated HAP expense of \$107,478. ICS was underspent by \$10,635. FSS was also underspent \$4,241.

F. Family Self-Sufficiency Program (client count, escrow accounts, graduates, participation levels, new contracts, and homeownership)

N. Tiedt stated that there are currently a total of 79 participants in the FSS program. There are 46 individuals currently in level one, 10 are in level two, 13 are in level three and 10 in level four of the program. C. Goddard stated that the number of participants in the various levels, seem to be more evenly dispersed than normal. N. Tiedt stated that some clients have graduated from the program and others are on track to graduate in the near months. These are the main contributing factors to the more evenly distributed numbers of participants within each level of the program. There were two new FSS contracts and zero graduates for the month of September. There are currently 39 Escrow accounts, with a total of \$4,899 deposited in them. There are currently 58 homeowners.

G. VASH Reports (active VASH, and new VASH)

For the month of September, there were no new VASH clients. There are currently 28 VASH ICS participants and 8 Racine VASH participants. VASH participants for Veteran's Manor are not included in this count.

H. Langan Investigations Criminal Background Screening and Fraud Investigations

P. Leifker stated that for the month of September there were seven new investigations and five investigations were previously closed. There are still seven additional investigations that are still active. Langan Associates conducted a total of 192 background checks of which, 188 were approved, and four were denied. P. Leifker mentioned that the vast majority of fraud investigations were within the jurisdiction of the City of Green Bay.

I. Quarterly Langan Denials report

P. Leifker reported on the third quarter report of the program denials. He explained that the table provided shows if ICS itself or Langan Associates had denied an applicant, including the reason that ICS missed the denials. P. Leifker explained that this is solely due to the fact that Langan Associates has access to vital websites that ICS does not have. There were a total of nine such denials. P. Leifker mentioned that this number is higher than average, which may be due to the high number of applications processed for the quarter.

J. Quarterly Active Cases Breakdown

P. Leifker stated that the largest portion of the active applicants in the program, by percentage, is the elderly or disabled population, at 53 percent. The second highest percentage, at 38 percent, is the demographic of non-elderly/ disabled people that generate income. The third highest percentage, at six percent, represents non-elderly/disabled with no earned income and with dependents. And finally the fourth and last demographic, at three percent, represents non-elderly/disabled with no earned income and no dependents.

K. Quarterly End of Participation

P. Leifker stated that this quarterly report provides a breakdown of the terminations for the third quarter, in which there were a total of 124. He mentioned that the majority of the terminations were due to voluntary terminations, accounting for 36 percent of the total terminations. The second largest factor was due to family obligations violations, at 31 percent. The third largest factor was due to zero assistance/over income, at 13 percent. The fourth largest factor was due to the passing away of a client, seven percent.

L. Quarterly Customer Service Satisfaction

N. Tiedt stated that for the customer service report for quarter three, 95 percent of the customers rated ICS's service as either excellent or very good. She then allowed the Authority members to examine nine different customer satisfaction components, which account for the breakdown of the overall customer satisfactory score. Within each individual component, ICS scored above 90 percent when combining the categories of excellent and very good.

T. Deidrick asked why the score for the customer survey on the Condition of the Lobby had a total of 71 percent in the excellent category, when the majority of the reports consistently had a score in the eighties or higher. N. Tiedt responded by stating that there were no notes or suggestions provided to ICS by customers who participated in this specific survey, therefore there is no empirical evidence as to why the score is lower than the rest of the surveys taken. P. Leifker stated that a potential reason for the lower score may be due to the increased foot traffic that ICS has received in the last quarter. N. Tiedt stated that there were a total of 54 surveys collected and among them, there were a total of 441 check marks.

4. Report on use of Administrative Reserves and HCV lease up.

P. Leifker allowed the Authority to analyze the numbers of the Administrative Reserves and HCV lease up report. He indicated that the first two tables showed the number of clients that have been pulled from the waiting list since the month of May. The third table indicated the number of clients that are currently on the waiting list as of October 1st. Finally, he stated that ICS has invoiced the total additional cost of the Administrative fees to the Authority, which totaled \$9,724.

A. Nicholson made a motion to accept and place on file the agenda items #3 and #4. The motion was seconded by C. Goddard. Motion carried.

OLD BUSINESS:

None

NEW BUSINESS:

5. Renewal of continued use of Administrative Reserves to increase utilization rate within the HCV Program.

R. Hallet stated that renewal of the continued use of Administrative Reserves to increase the utilization rate within the HCV program had initially been approved for a total of three months with a maximum amount of \$32,000. In these three months, ICS has used up approximately one third of this approved amount in the effort to increase the utilization rate of the HCV program. R. Hallet explained that HUD Milwaukee has assessed the BCHA to still be underutilized; therefore the Authority needs to continue to put forth the extra effort to increase utilization. R. Hallet asked for the Authority's support in the continuation of the use of the administrative reserves, considering only one third of the funds originally authorized were actually used.

A. Nicholson asked for clarification of what amount has and has not been used and further, what the reasoning behind this initiative is. S. Schmutzer stated that ICS is only seeking an extension of the time period but the cap of \$32,000 remains and will not be changed. She reiterated that we need to increase utilization until we reach the maximum number of vouchers or sufficiently spend down the dollar amount in the HAP reserve. P. Leifker stated that HUD Milwaukee had advised ICS to aggressively call as many applicants as possible from the waiting list each month until at least February, 2016. He added that ICS has recently lost two employees, which has contributed to the low number of applicants pulled from the waiting list. He added that for the last three months, ICS has experienced an above average number of applicants. Despite the high numbers, ICS continues to deplete 75 to 80 percent of its waiting list on a monthly basis.

A. Nicholson asked if the renewal for the continued use of reserves can be limited to the end of this year rather than the proposed date of February of 2016. C. Goddard and A. DeKeyser asked A. Nicholson for his reasoning behind this. A. Nicholson generally stated that it would be to his liking if the Authority waited to assess the situation before allowing it to extend beyond this year end.

A. Nicholson made a motion to allow the continued use of the reserves until the end of the current year of 2015. The motion was not seconded by any members of the Authority.

A. Hartman asked if there are any consequences to the failure of the Authority to not use all of the funds by February, 2016. P. Leifker clarified that there are two reserves we are talking about: the Administrative Reserve, which can only be used for the

operations of the Housing Choice Voucher Program; and the Housing Assistance Payment (HAP) Reserve, which can only be used to make payments to landlords. The BCHA is on HUD's "Hot List" for having excessive HAP reserves. Through BCHA and ICS staff's conversations with HUD, it has been projected that by February BCHA will be fully utilized based on the number of vouchers available and that doing so will help spend down the HAP Reserves. C. Goddard affirmed that the reserves will be used to house as many additional citizens as possible. R. Hallet stated that this is not an unusual situation among PHAs in Wisconsin; many housing authorities are in a similar situation, in that they also are not meeting their target goals for achieving full utilization of their HCV program. A. Hartman asked for the reason behind this common issue that housing authorities are facing. R. Hallet stated that she can't speak for other authorities, but she mentioned that the BCHA acquired this problem from an increase in HUD funding in late 2014, but the Authority and ICS opting not to spend it at that time, not knowing if it would be quickly recaptured in 2015. It was not recaptured so now it is available to house as many families as possible.

T. Deidrick made a motion to approve the renewal of continued use of Administrative Reserves to increase utilization rate within the HCV Program until the last business day of the month of February, 2016. C. Goddard seconded the motion. Motion carried, with A. Nicolson voting no.

6. Review and approval of 2015 Fair Market Rents and Voucher Payment Standards. (The agenda item contained a typographical error and should have stated 2016 instead of 2015)

P. Leifker stated that the payment standards that ICS establishes for their clientele is based off of HUD's evaluation of the fair market rent for Brown County. He explained that the fair market rents for the year 2014 were fairly low, and then increased for 2015. For 2016, it is projected that those figures decrease slightly. He asked for the Authority's approval on keeping the payment standards from the year 2015 for 2016, which includes payment standards being higher outside of the City of Green Bay to encourage deconcentration. He stated that HUD allows for authorities to keep their payment standards within 90 to 110 percent of the fair market rents.

P. Leifker explained the figures available to the Authority are based on HUD's proposals for the FMR. Comments on the proposed FMRs were due on October 8, 2015, so at this point we are waiting for HUD to finalize these figures. R. Hallet clarified that staff is requesting the Authority to approve the dollar amount of the payment standards, as opposed to their percentage in relation to the FMR. In other words, if the final FMRs are slightly different from these proposed amounts, the percentage might be slightly different than indicated on the attachment, but the dollar amount would remain the same. P. Leifker added that his observation has been that the proposed figures have historically been adopted and established as the final. T. Deidrick pointed out that our program assists a large number of individuals on fixed incomes and it was just announced this week that the Social Security Administration would not be providing a cost of living increase in 2016. Since such clients will not be getting an increase in their

Social Security benefits, we need to be very careful not to increase the cost of housing for them.

A. DeKeyser made a motion to approve and the keep the dollar amount as proposed for the 2016 payment standards for the proposed areas A and B. Motion was seconded by C. Goddard. Motion carried.

7. Appointment of Interim Executive Director.

R. Hallet stated that since K. Flom resigned from her position as the Planning and Community Development Director, there is a need to name an Interim Executive Director until the position is permanently filled. Therefore R. Hallet asked for the Authority's approval to appoint her as the Interim Executive Director. A. Hartman asked how long she will retain the title. R. Hallet responded by stating that the Mayor has suggested that the City of Green Bay take a couple of months to reevaluate the duties and responsibilities of the Planning and Community Development Director's position, and make changes to the position, if need be. Therefore, there is not a definitive timeframe. A. Nicholson asked R. Hallet if she has filled such a temporary position before, to which R. Hallet responded that she had been the Interim Executive Director after the previous Planning and Community Development Director, Rob Strong resigned.

A. Nicholson made a motion to appoint R. Hallet as the Interim Executive Director, until the position of the Planning and Community Development Director has been filled. Motion was seconded by C. Goddard. Motion carried.

8. Discussion and approval of the renew NeighborWorks® Green Bay Project Based Voucher contracts.

R. Hallet reminded the Authority that this issue was brought to the Authority about a year ago at which time a one-year contract extension was granted to allow time for some issues related to the contract to be resolved. She summarized these concerns, starting with term of the contract: R. Hallet stated that due to a change in HUD regulations which allows for contracts to be extended to 15 years from the original limit of 10 years, NeighborWorks® is seeking an amendment to their contract to allow for a total of the 15 years permitted. Since a one-year extension was already granted last year, the contract could now be extended an additional four years. Regulations also allow for an additional 15 year extension after the initial 15 years has expired. HUD however does not allow for a contract to be extended more than 24 months before the contract's expiration date. Therefore NeighborWorks® is seeking a four year extension at this time and then in two years, they can request the Authority to approve a 15 year extension.

R. Hallet then went on to explain the second issue, which is regarding the number of NeighborWorks® contracts. She stated that there are currently three contracts in place with NeighborWorks®. Contract number one constitutes 36 single family homes. HUD

defines a single family home as a property with four units or less. In contract number two, there are two, eight unit multi-family buildings, which NeighborWorks® refers to as Navarino. In contract number three there is one, eighteen unit multi-family complex, which NeighborWorks® refers to as Westbridge, as well as eight single family homes. R. Hallet mentioned that due to unclear regulations, there was a concern over the inclusion of single family units within each contract, however this problem has now been resolved and the three contracts can retain the properties associated with them.

R. Hallet explained that the third issue is in regards to a 25 percent cap: HUD regulation state that no more than 25 percent of a four-unit or larger complex should be designated as project based. NeighborWorks® is seeking the support of the BCHA to covert the units that exceed the 25 percent limit into exception units, in order to resolve this issue. Exception units are not included in the 25 percent cap, due to its criteria being limited to only elderly, disabled, and/or families that are provided supportive services. NeighborWorks® would like to provide supportive services to the families in the complexes that are affected by the 25 percent cap.

A. Nicholson asked what percentage of the units would be rented as project based if supportive services were provided. He also asked for a clarification on what is meant by supportive services. R. Hallet stated that if supportive services are provided, then potentially 100 percent of the units can be project based. She also stated that supportive services can mean a variety of things, everything from providing life skills, budget counseling, helping elderly and disabled with transportation and oversight of medication, child care, and etc. She added that supportive services are similar to what is provided through the FSS program and would assist families to achieve a higher degree of self-sufficiency.

A. Nicholson asked N. Halvorsen why NeighborWorks® is seeking to exceed the 25 percent cap. N. Halvorsen stated that the contracts were originally approved without the inclusion of the 25 percent cap, which was due to either a misinterpretation of the regulations or the Authority itself had chosen to allow it. Regardless, NeighborWorks® has structured the performance of those properties accordingly and they'd like to keep that. He clarified that NeighborWorks® will promote their workshops and services to all the families in their rental portfolio, but the requirement to participate would only apply to the units at Navarino and Westbridge. He further explained that the supportive services provided by NeighborWorks® includes financial coaching workshops and one on one coaching/counseling, and a variety of community resources that aid in the effort to increase the financial self-sufficiency of the participants. He explained that this kind of coaching is something NeighborWorks® does all the time with potential homebuyers and this would be expanding such services to renters. He stated they began these workshops this year and already had 32 families express interest. The end goal for NeighborWorks® is to help participants eventually own their own home and be free of dependency of such programs. He added that all of the services provided are tailored towards the diverse needs of the individual. If the supportive services exception is approved, participation in the program would be mandatory if tenants in the affected units want to keep their tenancy.

R. Hallet introduced the forth concern, explained that federal regulation states that the project based voucher program must be consistent with goals of deconcentrating poverty and expanding housing and economic opportunities. Local policy incorporates this agenda by limiting the projects to census tracts that have a poverty concentration of 20 percent or less, or provides for other exceptions. Such exceptions include properties within census tracts that are undergoing significant revitalization as a result of state, local, or federal funds; census tracts where new market rate units positively affect the poverty rates in the area; census tracts with a total decline in the poverty rate in the last five years; or census tracts where there are meaningful opportunities for educational and economic development. The BCHA Annual Plan further states that the Authority will utilize project based assistance in areas that currently experience low utilization of the housing choice voucher program.

R. Hallet stated that she has done research to establish where the 114 project based voucher units that NeighborWorks® manages falls within each exception or the 20 percent poverty rate rule. She has concluded that 62 units fall under the census tract where the poverty rate is under 20 percent; 24 units fall under the first exception listed, roughly eight units fall under the second exception, and 20 units do not fall under any exceptions listed. These 20 units consist of 18 units at Westbridge and a duplex located at 1037 Dousman. Furthermore, 43 units are under a higher concentration of vouchers than the Green Bay average. However, the census tract with the highest concentration of NeighborWorks® project based units is 3.22 percent, which is approximately five percent lower than the five most highly concentrated census tracts.

C. Goddard asked which of the exceptions the Authority would use to base their judgments upon. N. Halvorsen stated that it varies upon the property examined. He further stated that the area that represented the 3.22 percent concentration experienced a 16 percent drop in the poverty rate. He mentioned that based on observations like these, it is fair to credit the improvements to the poverty rates to the voucher availability and resources available for people within that area. He explained that NeighborWorks® is not increasing the concentration of vouchers in each census tract and further, the provision of the services NeighborWorks® provides, particularly in the census tract for Westbridge, will increase the opportunities for educational and economic advancement. He reiterated that his request is to amend the contract term, and they would be back again in two years to discuss another 15 year extension. In addition to this request, he would also like the opportunity to report annually to the Authority on the progress made in program utilization.

A Nicholson summarized that there are two main areas of action requested: to extend the contract and to provide an exception to the 25 percent cap for supportive services for Navarino and Westbridge units. He requested these be voted on separately. He expressed he is in support of the exception to the 25 percent cap, but would like to limit the extension to one year instead of a four.

N. Halvorsen reiterated that Neighborworks® will provide an annual report thus requested that the Authority approve a four year extension. NeighborWorks® would be back again annually and in two years the Authority can consider that long term extension. S Schmutzer also highlighted that providing a four year extension would hold NeighborWorks® more accountable by means of the annual updates before deciding upon a 15 year extension. N. Halvorsen expressed a four year extension would provide him with more comfort in knowing the future of his organization's rental portfolio.

A. Nicholson made a motion to approve the provision of supportive services for the 25 percent exception in contracts two and three, including an annual report provided by NeighborWorks® on the progress of the supportive services. Motion was seconded by A. DeKeyser. Motion carried.

T. Deidrick suggested the Authority should consider not a four year, but a two year extension, since NeighborWorks® will be coming back again in two years to request a 15 year extension.

T. Deidrick made a motion for a two year extension of the NeighborWorks® Green Bay Project Based Voucher Contracts. This motion was seconded by A. DeKeyser.

C. Goddard stated that if the potential four year and 15 year contracts were to be approved, NeighborWorks® would manage the Project Based Voucher Program for a total of 30 years. Therefore, C. Goddard asked, if there are any consequences for the clients for potentially discontinuing the Authority's contractual relationship with NeighborWorks®. N. Halvorsen responded yes, explaining that clients would not be able to afford their rents and that NeighborWorks® would not be able to financially support the programs, forcing them to liquidate some properties. N. Halvorsen indicated that there are tremendous advantages to allowing for a potential 30 year contract with one organization. He explained these projects are a collaboration of HUD funding and community investments. Since NeighborWorks® involvement, most project based properties have undergone significant renovation due to using funds from the City of Green Bay, block grants, and various other resources provided by the community. He added that NeighborWorks® has made commitments to these properties and eliminating the project based assistance would leave them unable to uphold their end of the bargain. Terminating the contractual relationship with the BCHA would force NeighborWorks® to liquidate properties and leave clients unable to afford rent.

S. Schoeneman stated that NeighborWorks® financial competencies workshops are structured as an 18 month program. Instead of providing simple data such as attendance reports, they would rather provide meaningful reports which can only be possible with a longer term commitment. NeighborWorks® would rather report to the BCHA changes made in client credit score, savings, debt reeducation, and an insight on the overall financial security of the clients within the program.

A. Hartman reiterated that T. Deidrick had made motion which was initially seconded by A. DeKeyser to allow for a two year extension of the NeighborWorks® Green Bay

Project Based Voucher Contracts. The motion was brought for a vote. T. Deidrick and A. Nicholson voted aye for the approval of a two year contract. C. Goddard and A. DeKeyser voted nay. Breaking the tie, A. Hartman voted aye. Motion carried.

A. Hartman stated that she voted for only a two year extension due to her observations of increased drug activities within some of the communities that NeighborWorks® provides project based services.

INFORMATIONAL:

R. Hallet reminded the Authority of the agreed upon plan for the Lead the Way training. She provided a handout with step by step instructions on how to register for the training and stated she would also email it so Authority members could use the hyperlink. She reiterated that at the last meeting, the Authority generally agreed upon reviewing the Fundamentals section first and then to converse collectively about it at a later meeting.

BILLS:

Prior to S. Schmutzer's explanation of the bills, A. DeKeyser and A. Nicholson left the meeting. S. Schmutzer explained the three bills to be approved for this month. C. Goddard made a motion to approve and place on file the Bills. Motion was seconded by T. Deidrick. Motion carried.

FINANCIAL REPORT:

T. Deidrick had to leave the meeting, creating a lack of quorum. Therefore, no motion could be made on this agenda item. However S. Schmutzer stated there wasn't anything significant on the financial report this month and all activity will be included on next month's report.

STAFF REPORT:

7. The date of next the meeting will be November 16, 2015.

A. DeKeyser had previously announced that the December BCHA meeting will be his last meeting. R. Hallet will contact the County Executive's office to discuss a replacement.

R. Hallet stated that a new intern has been hired per the approval of the Authority in the previous meeting.

R. Hallet mentioned that A. Hartman's request via email for changing the time for of the regular BCHA meetings is feasible but it does have many obstacles in its path. She will explore this further.

The BCHA meeting for October 19, 2015, adjourned at 4:26 pm.

ZW:rah:jd

**PROCEEDINGS OF THE BROWN COUNTY
VETERANS' RECOGNITION SUBCOMMITTEE**

Pursuant to Section 19.84, Wis. Stats., a regular meeting of the **Brown County Veterans' Recognition Subcommittee** was held on Tuesday, October 20, 2015 at 4:30 p.m., in Room 201 of the Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

PRESENT: Chair Bernie Erickson, Ed Koslowski, Delores Pierce, Duane Pierce, Jim Haskins, Louise Dahlke, Jerry Polus, Rosemary Desisles, Joe Witkowski, Tracy Rosinski

EXCUSED: Lynn Geiser, Carl Soderberg

****Running Total of Veterans' Certificates: 1725**

1. Call Meeting to Order.

The meeting was called to order by Chair Bernie Erickson at 4:30 pm.

2. Invocation.

3. Approve/Modify Agenda.

Motion made by Jim Haskins, seconded by Duane Pierce to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

4. Approve/Modify Minutes of September 15, 2015.

Duane Pierce wished to make a correction under his report in Item 10 with regard to the flag burning ceremony. He indicated that this should be reflected as a flag retirement ceremony and explained that a flag retirement ceremony is done with honors and respect while a flag burning is done by protestors. This clarification will be made in the minutes, however, it should be noted that the original report of this event referred to it as a flag burning ceremony as reflected on the recording.

Motion made by Duane Pierce, seconded by Joe Witkowski to approve as amended. Vote taken. MOTION CARRIED UNANIMOUSLY

5. Budget Status Financial Report through September 30, 2015.

Erickson explained how to read this financial graph and noted that \$1,000 for this Subcommittee was approved at the most-recent Executive Committee meeting. Tracy Rosinski also noted that Heartland will be forwarding a check to be deposited prior to the end of the year for the band at the Fair.

Motion made by Jim Haskins, seconded by Tracy Rosinski to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

6. Discussion re: Veterans Day Donation List.

Rosemary Desisles asked for an update on the calls for donations that Subcommittee members have been making. Updates were given and Desisles asked everyone to finish up their calls so the list of offers could be put together for publication. She also indicated that she had spoken with Dave at the VFW and they discussed the newspaper article. It seems that the problem last year was that the VFW was not mentioned in the article and Dave indicated that this year the VFW will be submitting their own article for publication. Desisles read the article that will appear in the newspaper to the group and indicated that the newspaper will need the final article by the end of next week. Erickson

noted that he has received confirmation from the Neville Public Museum and NEW Zoo that they will extend the same offers they did last year to Veterans. Desisles reiterated that she needs the results of all donation calls as soon as possible to keep things moving on the appropriate timeline.

Witkowski shared that he did not think it was appropriate to list specific donation amounts or items for businesses who donated so as not to make other businesses feel that their donations were not enough.

Desisles reported that Oneida Casino has decided not to give any items for the raffle this year, but instead will be offering \$10 free play coupons. She was thanked by the Subcommittee for her work on the Veterans Day project and this was followed by a round of applause.

7. Report from CVSO Jerry Polus.

CVSO Jerry Polus reported that he received a gift card from Mills Fleet Farm in his office addressed to the VFW Post. He will be sure that this gift card is given to the Post. Additionally, Polus received from US Venture, which used to be Express Convenience Centers, a donation of \$150.00 made out to the Subcommittee. This donation will be used to purchase several gift cards from Express to use as door prizes at the veterans' breakfast.

Polus also reported on the following events going on for Veterans Day.

-Saturday, November 7, 11:00 am to 3:00 pm - Event at the Green Bay Yacht Club for veterans, family members and general public. A ceremony will be held at 11:00 am followed by lunch.

-Sunday, November 8, 10:00 am - Shrine of Our Lady of Good Help in Champion, WI will be holding a special dedication of the St. Michael statue at the grotto; dedication will be held at 10:00 am, followed by the rosary at 10:30 am and Mass honoring veterans at 11:00 am.

-November 11, 10:30 am –Veterans ceremony at Shopko Hall.

-November 14 - Green Bay Gamblers, free admissions for veterans.

Polus concluded his report by saying that Bonnie from his office has retired and has been replaced by Thomas Murphy, an Air Force veteran who is doing well in his new position.

8. Comments from Carl Soderberg.

Carl Soderberg was not able to attend the meeting and therefore there was no report.

9. Report from Committee Members Present (Erickson, Desisles, Haskins, Geiser, Koslowski, Maino, Pierce, Rosinski & Witkowski).

Duane Pierce introduced his guest from Merrill, Pepper, to the Subcommittee. Pepper is a Vietnam Vet.

-Erickson noted that there will be \$1,000 in the budget for 2016 for this Subcommittee and he will also be working with Internal Auditor Dan Process to get a separate donation account set up.

-Desisles did not have anything to add other than what had been discussed earlier with regard to Veterans Day.

-Haskins wished to observe a moment of silence in observance of the death of former Subcommittee member, Don Bettine's wife. Haskins did not have anything else to report.

-Koslowski reported that Operation at Ease recently sponsored a bus trip to Illinois for desert area veterans to see the memorial. There were about seven or eight desert vets from Green Bay that

participated. Koslowski also noted that the AMVETS Post recently held a food drive for residents of the Green Bay Veterans Manor and 22 bags of food were collected. He indicated that food is an ongoing need for some of the residents at the Manor. Koslowski continued that a national executive committee meeting for AMVETS will be held at the Radisson on November 7 and he was glad to see that national representatives are holding state meetings in Wisconsin.

-Pierce expanded on the ceremony at the Green Bay Yacht Club that Polus spoke of earlier and said that vets who have not attended the ceremony in the past are asked to arrive by 10:00 am to register. Once a veteran is registered, they will receive an invitation to the following year's event. Pierce stated that it is a good event with good food and good people. After the Yacht Club Event, the Pearly Gates will be hosting free lunch for veterans from 11:00 am – 4:00 pm. Additionally, Vietnam Vets 224 will be holding an all-day vigil at the Veterans Memorial behind the Neville Public Museum and he encouraged people to visit. Finally, on November 7 a Carry the Fallen Ruck March will be held from 6:00 am until 6:00 pm. This event will start and end at the Replay Bar across from the Fairgrounds. Following the march there will be a band as well as door prizes.

-Rosinski had an update on the Fallen Comrades Ceremony that was presented by Debra Grassman on September 11. Grassman has been approached by PBS to do a documentary on Fallen Comrade ceremonies and they have asked for footage from the event in Green Bay. Rosinski also noted that she will be available to help at the Veterans Day event on November 11 and she will also be able to bring additional volunteers. Further, Rosinski indicated that Heartland will be doing various pinning events of veterans throughout the community and said that anyone who may be interested in helping at those events can let her know.

-Witkowski noted that the flag at Ryan Funeral Home is being flown in October in honor of Veteran John Cass of the US Navy. The flag at the funeral home is flown in honor of a different veteran each month. Witkowski also shared a story of a veteran he had met recently who appeared to be homeless.

10. Such Other Matters as Authorized by Law.

Louise Dahlke said that from reviewing the minutes of the last meeting she noted that a motion was made to hold next year's ceremony at the Fair at the same time as it was held this year. She indicated, however, that the Fair Association had discussed moving the Veterans Ceremony to Sunday and she let the Association know that this Subcommittee was probably not willing to do that. The Fair Association then brought up the idea of moving the Veterans Ceremony up on Saturday to earlier in the day, starting around 10:00 am so that the ceremony would be done by 3:00 which would alleviate the parking problems that exist when the rodeo people start coming in. Dahlke said she will keep this group updated with developments in this regard and it can be discussed in more detail after the first of the year. After discussing this a little further, the Subcommittee felt that moving the ceremony up in the day may be preferable.

11. Adjourn.

**Motion made by Jim Haskins, seconded by Duane Pierce to adjourn at 5:24 pm. Vote taken.
MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Therese Giannunzio
Recording Secretary